

Minutes of the Meeting
of the Municipal Planning Commission
of the Town of Thompson's Station, Tennessee
July 28, 2015

Call to Order:

The meeting of the Municipal Planning Commission of the Town of Thompson's Station was called to order at 7:00 p.m. on the 28th day of July, 2015, at the Thompson's Station Community Center with the required quorum. Members and staff in attendance were: Chairman Jack Elder; Secretary Don Blair; Vice-Chair Mike Roberts; Commissioner Ben Dilks; Commissioner Sarah Benson; Commissioner Debra Bender; Commissioner Darren Burrus; Town Administrator Joe Cosentini; Town Planner Wendy Deats; Town Attorney Todd Moore and Town Clerk Chandra Boughton.

Pledge of Allegiance.

Minutes:

The minutes of the June 23, 2015 Meeting were previously submitted.

Commissioner Benson moved for approval of the June 23, 2015 meeting minutes. The motion was seconded and carried unanimously.

Public Comment: None.

Old Business: None.

New Business:

1. Letter of Credit review for Bridgemore Village Section 1A - \$30,000 for roads, drainage and erosion control, landscaping and sewer.

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal. Commissioner Burrus expressed concern that the bond amounts for Bridgemore Sections 1A, 1B and 2A were insufficient to cover all road damage. The bond amounts were set prior to the employment of Town Engineer Steve Clifton, and Mr. Clifton agreed that the bond amounts are insufficient. Mr. Clifton will conduct an assessment of the three sections and provide his estimate for adequate bond amounts prior to the next Planning Commission meeting.

Commissioner Burrus moved to defer to the August 25th Planning Commission meeting Agenda Item 1: the extension of the Letter of Credit for Bridgemore Village Section 1A - \$30,000 for roads, drainage and erosion control, landscaping and sewer; Agenda Item 2: the extension of the Letter of Credit for Bridgemore Village Section 1B - \$175,000 for roads, drainage and erosion control, landscaping and sewer; and Agenda Item 3: the extension of the Letter of Credit for Bridgemore Village Section 2A - \$60,000 for roads, drainage and erosion control. The motion was seconded and carried unanimously.

2. Letter of Credit review for Bridgemore Village Section 1B - \$175,000 for roads, drainage and erosion control, landscaping and sewer.

The motion for this item is combined with the motion for Agenda Item 1

3. Letter of Credit review for Bridgemore Village Section 2A - \$60,000 for roads, drainage and erosion control.

The motion for this item is combined with the motion for Agenda Item 1

4. Letter of Credit review for Bridgemore Village Section 2B - \$79,000 for roads, drainage and erosion control and \$22,800 for sewer (File: 1-D-13-007).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal. Commissioner Benson moved to defer to the August 25th Planning Commission meeting Agenda Items 4, 5 and 6 so Mr. Clifton can reassess the bond amounts. Mrs. Deats explained the bond review process and stated that Mr. Clifton had done the research on these items and the bond amount recommendations were from him. Commissioner Benson withdrew the motion.

Commissioner Roberts moved to approve the extension of the Letter of Credit for Bridgemore Village Section 2B - \$79,000 for roads, drainage and erosion control and \$22,800 for sewer. The motion was seconded and carried unanimously.

5. Letter of Credit review for Bridgemore Village Section 2C - \$224,000 for roads, drainage and erosion control and \$40,000 for sewer (File: 1-D-14-011).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal.

Commissioner Roberts moved to approve the extension of the Letter of Credit for Bridgemore Village Section 2C - \$224,000 for roads, drainage and erosion control and \$40,000 for sewer. The motion was seconded and carried unanimously.

6. Letter of Credit review for Bridgemore Village Section 3A - \$78,000 for roads, drainage and erosion control (File: 1-D-14-001b).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal. Mrs. Deats also noted a typographical error in the title of the staff report: instead of the word "Sewer", the title should have read "Roads, Drainage and Erosion Control".

Commissioner Roberts moved to approve the extension of the Letter of Credit for Bridgemore Village Section 3A - \$78,000 for roads, drainage and erosion control. The motion was seconded and carried unanimously.

7. Preliminary Plat - For the creation of 84 lots within Phase 15 of the Tollgate Village (File: PP 2015 – 006).

Mrs. Deats reviewed her staff report as well as the 2003 traffic study along with a revised 2015 traffic study to provide background information to the commission. Mrs. Deats recommended approval of the preliminary plat with the following contingencies:

1. Prior to the submittal of the final plat, the applicant shall enter into a development agreement for Tollgate Village Phase 15.
2. Prior to the approval of construction plans, all applicable codes and regulations shall be addressed to the satisfaction of the Town Engineer.
3. Prior to the approval of construction plans, a drainage study shall be submitted to verify that drainage is managed adequately on site.
4. Prior to the approval of construction plans, a geotechnical report shall be submitted identifying the location of any sinkholes.
5. Prior to the submittal of the final plat for Phase 15, a schedule of improvement for traffic mitigation including the secondary access and traffic signal shall be submitted for review and approval.

6. Prior to the submittal of a final plat for Phase 15, a detailed slope analysis shall be prepared showing slopes 15% - 25% and slopes exceeding 25%. Any lots located within areas exceeding 25% slopes shall be located within an open space lot.

Mrs. Deats answered questions regarding the traffic study. Mr. Brett Smith of Ragan Smith, on behalf of the applicant, answered questions regarding traffic mitigation and traffic signals and whether or not the developer would finance the improvements. Mr. Smith stated that he believes the applicant will finance the improvements, however the scope of work is unknown at this point. The applicant will work with staff to come to an agreed upon conclusion and implement a schedule of improvements. Mrs. Deats and Mr. Smith also answered questions regarding lot width; front vs. rear load (alley load) garages; consistency with neighborhood look. Commissioner Burrus questioned whether reduced lot widths should be brought before the BZA: Mrs. Deats stated that the lot widths and right-of-way widths are within the Subdivision Regulations which are adopted by the Planning Commission, therefore the Planning Commission has the authority to deviate from them. Commissioner Bender acknowledged the applicant's adjustments to the plat in response to the commissions concerns and expressed her concern regarding continued building with continuing traffic issues and building variances, recommending an independent traffic study be conducted. Commissioner Blair asked questions regarding critical lots; Mrs. Deats and Mr. Smith explained critical lots and slope analysis on the plat. Commissioner Burrus recommended the addition of an updated traffic study and a third party traffic study review to the list of staff contingencies

Commissioner Dilks moved to defer the item to the August 25th Planning Commission meeting due to the large amount of information presented. There being no second the motion failed.

Chairman Elder asked staff if any complaints or concerns have been filed regarding street widths in Tollgate Village. Mrs. Deats stated that other than Commissioner Bender and possibly other commissioners concerns, no complaints have been received. Mr. Cosentini stated that the wider the roads are the faster traffic will move, therefore wide roads in neighborhoods are not necessarily good – narrower roads help to control traffic speed. Commissioner Roberts stated that while he is not in favor of approving narrower than 50 foot road widths going forward, this particular request does comply. Commissioner Bender stated that as a resident, she has seen traffic unable to move through the streets when cars are parked on both sides.

Commissioner Burrus moved to approve the Preliminary Plat for the creation of 84 lots within Phase 15 of the Tollgate Village to include all staff recommended contingencies as well as the amendment to contingency #5 as follows: Prior to the submittal of the final plat for Phase 15, an updated traffic study showing a schedule of improvement for traffic mitigation including the secondary access and traffic signal shall be submitted for review and approval and a third party review will be completed. The motion was seconded. Commissioner Dilks restated his opposition to approving the plat. The motion passed by a vote of 4-3 with Commissioners Bender, Dilks and Benson casting the opposing votes.

8. Site Plan – For the development a 13,150 square foot building located at 2604 Columbia Pike (SP 2015-001).

Mrs. Deats reviewed her staff report and recommended approval of the site plan with the following contingencies:

1. Prior to approval of a building permit, complete construction plans demonstrating compliance with all applicable codes shall be submitted and approved.

2. Prior to approval of a building permit, the applicant shall obtain DRC approval for the design and landscaping.

3. Prior to occupancy, the temporary office trailer on site shall be removed.

Pastor Duane Murray of Thompson's Station Church answered questions and stated his organization is interested in the development of retail on their corner in order to blend with the vision of the Town Center design.

Commissioner Roberts moved to approve the Site Plan for the development of a 13,150 square foot building located at 2604 Columbia Pike. The motion was seconded and carried unanimously.

Commissioner Bender asked Mr. Cosentini about staggered term limits for Planning Commissioners and how the limits are determined. Mr. Cosentini explained that the new commissioners are finishing out the terms of the previous commissioners and that he and Mayor Napier determined who replaced whom.

Commissioner Blair asked about the creation of a Preliminary Plat checklist. Mrs. Deats stated that the existing checklist is available on the Town website, noting that it will be updated with the new Ordinance.

9. Draft Land Development Ordinance (Zone Amend 2015-005).

Mrs. Deats introduced the draft version of the new Land Development Ordinance. Susan Henderson of PlaceMakers will be in town to review the document and answer questions of the Planning Commission (PC) and BOMA. Ms. Henderson will meet with PC and BOMA on August 5th & 6th from 5:30pm-9:30pm. Staff will meet with PC and BOMA on August 18th at 6:30pm. Staff plans to present the new Land Development Ordinance to the Planning Commission at the regular PC meeting on August 25th for a vote to recommend the Ordinance to BOMA.

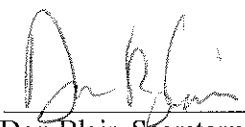
Commissioner Bender requested a list of attendees at a private developer meeting held during the PlaceMakers charrette process. Mr. Cosentini stated that there were no private meetings held, the doors were open at all times and the meeting schedules were posted online. Mrs. Deats said she would email the sign-in sheets for all meetings held.

Commissioner Blair asked Mr. Cosentini to introduce the Land Development Ordinance and put everything in context with Town plans and the creation of a Major Thoroughfare Plan.

There being no further business, Chairman Elder made a motion to adjourn. The motion was seconded and the meeting was adjourned at 8:21 p.m.



Jack Elder, Chairman

Attest: 

Don Blair, Secretary